



**National Oceanic and Atmospheric  
Administration's  
National Weather Service**  
Newport/Morehead City, NC Weather Forecast Office



STUDENT VOLUNTEER PROGRAM APPLICATION FORM

Full Name:

School Name:

Present Address:

Telephone No.:

e-mail Address:

In case of emergency, notify:

Relationship:

Telephone No.:

OTHER RELEVANT INFORMATION

Career Plans:

Why would you like to volunteer at the National Weather Service?

Please indicate your availability for volunteering.

Would you be working on a school project during your time at the NWS?

☐

Yes

☐

No

*If yes please answer below*

Topic:

School Contact Information:

*I certify that the foregoing statements are true, complete and correct to the best of my knowledge and belief. I understand that breaking any policy standards or inappropriate behavior may be grounds for my dismissal.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### **HIGH SCHOOL VOLUNTEER PROGRAM INFORMATION**

NWS volunteer program is designed to provide high school students and recent graduates with an opportunity to learn about the science of weather forecasting, along with education about other NOAA agencies. This is done through several approaches including self study, computer based learning, however most of the time volunteering is spent learning practical skills through hands on exercises with forecasters.

The program teaches forecasting skills in four stages: observations, analysis, diagnosis and forecasting. The first step involves acquiring knowledge of weather observations and the meteorological observing system. Analysis refers to the skill of organizing the data into patterns so that one can make sense of all of the information (for example, learning to draw weather maps). In doing diagnosis, the meteorologist applies knowledge of the physics of the atmosphere to explain why the weather is behaving as it is at the current time. The final skill, forecasting, is where the meteorologist pulls all of this information together to make a prognosis of the future state of the atmosphere.

**Volunteer Positions Available:** Volunteering opportunities are available for high school students with an interest in meteorology, atmospheric sciences, and other related subjects. The volunteering program is available for a select number of students at a time.

**School Projects:** The NWS will support students who have a specific research topic they wish to develop to earn school credit. However, the topic must be preapproved by the NWS in advance of starting the volunteering. The specific criteria necessary to earn credit will also need to be coordinated between the NWS and the teacher involved. If this is the case, please list necessary information of a school contact in the space provided on application.

**Eligibility:** A candidate must be a senior student or have graduated from high school within 6 months of beginning the internship. It is recommended that the applicant have an interest in meteorology (or related subjects).

**Schedule:** Volunteers will job shadow with NWS Meteorologists who work 7 days a week, 24 hrs a day. This work rotation by the forecasters gives the volunteers flexibility when setting their schedule. It is highly recommended however that students and forecasters coordinate on the schedules in advance.

**Time Card:** In order to receive recognition for hours work, a time card must be kept by each volunteer. The student must keep track of arrival and departure times, which must be verified and signed by an on-duty forecaster. The students must also keep track of their activities during the time noted.

**Security:** Student Volunteers will not be given access codes to the building or outer buildings. In order to enter a NWS employee must verify them as an official volunteer and will then grant them access. The volunteer must notify the forecasters of their activities if they will be out of the site of a supervisor.

**PC Use:** Only authorized personall having passed federal security screenings are allowed to use NWS PCs and workstations. Volunteers will not be allowed to use the computers under any circumstance. A volunteer may aid a forecaster in using the equipment, but must be under constant supervision.

**Dismissal:** Volunteers are expected to dress and conduct themselves in a professional fashion. Any violation of these or the security standards will be reason for immediate dismissal.